



## SCHOOL OF THE NATIONS

### International Baccalaureate Diploma Programme Admission Policy

Candidates applying for entrance into the International Baccalaureate Diploma Programme (IBDP) at the School of the Nations must meet the requirements described in one of the two categories listed in points 1 and 2 below. All candidates must follow the regulations listed in points 3 to 6 in this document upon enrolment to the IBDP at the School of the Nations.

#### 1. CATEGORY 1: CANDIDATES WHO ARE INTERNAL STUDENTS

##### 1.1 Internal Students

Internal students refer to students who are enrolled to Form 4 at the school for at least two academic terms (5 months) before the end of the Form 4 year.

##### 1.2 Promotion from Form 4 to the IBDP in Form 5

To be entered into the IBDP, internal students have to achieve a promotion status described below:

1.2.1 Students must achieve a satisfactory academic standard at the Form 4 level in the school and complete the required credits from the Character Development Programme.

1.2.2 The passing mark for every subject is 65%. A student will be promoted to Form 5 and therefore enter the IBDP if he/she

- passes ALL subjects **or**
- has an average mark of 65% or above, passes the English subject, but has failed at most TWO other subjects

1.2.3 Students are allowed to sit supplementary examination(s) in at most TWO subjects provided that they have achieved at least 50% in these subjects. Should they gain a grade of 65% or higher in the supplementary examination, they will be awarded a pass grade for that subject.



## 2. CATEGORY 2: EXTERNAL CANDIDATES WHO ARE APPLYING TO ENTER THE IBDP

### 2.1 External Students

External students refer to candidates who are applying for a seat in Form 5 and entering the IBDP.

### 2.2 Entrance Requirements and Tests for External Students

#### 2.2.1 Application timeline

For September entry, applicants must meet the regular application deadline for full consideration. Entrance exams and interviews will be completed after applications are accepted.

Entry into the IBDP after September in Year 1 (Form 5) is discouraged. Unless a student is currently pursuing the IB diploma at another institution, it is very challenging to start an IB curriculum after it has begun. If a student wishes to be considered for mid-year entry, a minimum of twenty (20) working days are required to coordinate document review, entrance exams, and interviews to be completed.

#### 2.2.2 Required documentation

Students who move from other schools need to provide the following documents:

- Completed application form, including a picture of the applicant and application fee.
- Proof (letter from Head of School, reports, etc.) that the student has completed Form 4 (Grade 10) or equivalent.
- Contact details of the previous school in order for us to receive a reference and coordinate entrance test administration if the applicant is not in Macau during the application process.
  - Two academic letters of reference are required. One must be from an English teacher and the other from a subject the applicant wishes to pursue at the Higher Level (HL) in the IBDP.
- Official report cards for at least the last two years of education.
- Any official or predicted exam results that an applicant has/will take (e.g. IGCSE, IELTS, TOEFL, PSAT, etc.).
- A recently-marked English essay with teacher commentary.
- A copy of the admission policy signed by the applicant's parent(s)/guardian(s).
- Any medical documentation in the case of a medical condition that may affect student learning or experience at SON.
- Subject Proposal of curriculum to be taken for the IBDP.
  - Applicants must indicate which subjects he/she wishes to study at the Higher Level and Standard Level (three of each). Please consult the SON course offerings.



### 2.2.3 Entrance tests

All applicants are required to take entrance tests for admission. Depending on the student's first language and programme preference, the following subjects may be tested:

#### **English**

Skills: English language mastery and analytical skills

Content:

Part 1: Unseen Commentary

Part 2: Essay on a prescribed topic

#### **Mathematics**

Skills: Mathematical techniques and Applying mathematical techniques to solve problems

Content: - Numbers and mathematical notations

- Algebra

- Mensuration

- Plane and 3D Geometry

- Trigonometry

- Graphs

- Sets, Vectors and Functions

- Matrices and Transformations

- Statistics and Probability

#### **Sciences**

Skills: Knowledge and understanding, handling information and problem solving

Content: CIE IGCSE syllabi of Biology, Chemistry and/or Physics depending on the Science subject(s) selected in the proposal of curriculum.

### 2.2.3 Time and venue of entrance tests

The School will accept applications beginning on the 1<sup>st</sup> of March for admission to the following academic year. This process continues until the class is full or the academic year has begun in September.

Students who fail the entrance tests in April are allowed to retake the tests in August. Applicants living in Macau may be able to schedule alternate testing and interview dates, but must be done so with IBDP Coordinator approval.

To meet the needs of prospective students who cannot sit tests in Macau, the School allows students to take entrance tests at their present school, providing the school assures that the tests will be taken in strict exam conditions. Completed test papers should be scanned and emailed to the IBDP Coordinator. Contact information for a school guidance counsellor or administrator must be submitted with the admission application to coordinate entrance test procedures.



### 2.2.3 Interview

In addition to the entrance tests, the School may request that the student attend an admission interview. This is an opportunity for the student to present his/her educational background and explain any inconsistency in the test results or to demonstrate language proficiency. A web-based interview is possible for students living abroad during the time of application.

### 2.2.4 Admission decision and choice of curriculum

Having considered entrance requirements (e.g. tests, references, etc.) and the applicant's curriculum proposal, the School will make an admission decision. Students may be admitted to the full diploma programme or advised to follow a certificate track that is tailored to their needs and abilities. Admission to the School or the IBDP may be denied if a candidate's command of the English language, academic preparation, or academic commitment are considered insufficient for the student to successfully cope with the requirements of the programme. Decisions will be made in writing.

## 3 REGULATION OF SUBJECT SELECTION IN THE IBDP

### 3.1 Subject Selection

Students accepted into the full IB Diploma Programme or into the certificate track must confirm their subject preferences by completing the Subject Selection Form. Students should bear in mind that there is no guarantee that they will be able to attend all of the selected courses. The school will try to meet the needs of as many students as possible, however, due to scheduling, some students may be asked to choose a different subject.

#### 3.1.1 Requirement for taking an IB subject at the Higher Level (HL)

- Mathematics HL: Grade A or A\* in IGCSE Mathematics or Grade B or above in IGCSE Additional Mathematics
- Other subject HL: Grade C or above in IGCSE of the corresponding subject
- For students who enrol to the School through Category 2 mentioned in Section 2, if IGCSE or equivalent exams were not taken, the decision of enrolment to an HL course is go to be made by the coordinator and the teachers after evaluating the entrance tests.
- Students who do not fulfil the requirements listed in the two points above but wish to take those subjects at the Higher Level, a probation period of 3 months will be set up with a contract. Evaluation will be made by the faculty at the end of the probation period to decide whether the student can stay in that subject at HL or move to the standard level (SL) of that subject, and therefore moving the Certificate track of the IBDP as described in 3.1.3 below.

#### 3.1.2 IBDP Full Diploma Programme:

- Students for the IBDP full diploma programme must satisfy assessment requirements in six subjects and the core in a two-year programme at the School. The six subjects must be selected from six groups as described in the relevant handbook for the examination session, at least three and not more than four subjects to be taken at



higher level and the others at standard level (SL). Recommended teaching time is 240 hours to complete higher level (HL) courses and 150 hours to complete standard level courses.

In addition to the six subjects, students must complete the following core requirements:

- Take a course in, and complete the required assessment in, Theory of Knowledge (TOK), over the two-year period of the Diploma Programme.
- Complete the programme of Creativity, Activity and Service (CAS) activities, for which the IB recommends at least 150 hours for the combination of activities.
- Complete and submit for assessment an Extended Essay (EE) in a subject available for this purpose. Work on the essay, which is expected to occupy approximately 40 hours, must be done under the direct supervision of a teacher at the school who has appropriate qualifications and/or experience in the subject chosen by the candidate and is familiar with the Diploma Programme.

### 3.1.3 IBDP Certificate Track:

For students who do not fulfil the requirements listed in 3.1.1 regarding the enrolment to the subjects at HL for 3 subjects, a certificate track of the IBDP is offered to them. In the certificate track of the IBDP, students at the School are required to take less than 3 subjects at HL but still have to fulfil the school requirements of TOK, CAS and EE. This is to ensure the greatest effort is put into the preparations of skills and practice of what is required in their tertiary education.

## 3.2 Taking FOUR Higher Level (HL) Subjects in IB

Based on the individual student's needs and abilities in the subject area, the School of the Nations may allow students in the IB Diploma Programme to select up to 4 subjects at the higher level (HL) based on certain conditions.

Students who wish to take FOUR subjects at the Higher Level (HL) at the time of enrolment to the IBDP must fulfil ALL of the following conditions:

- 3.2.1 Fulfil individual subject requirements for any HL course they wish to take.
- 3.2.2 Approval from the IB Diploma Coordinator in consultation with the corresponding IGCSE subject teachers, IB subject teachers and guidance counsellor.
- 3.2.3 An agreement signed by the student, parent, and the IBDP Coordinator regarding the possibility of moving one of the HL subjects to SL according to the student's academic performance in that subject at any time during the programme.



### 3.3 Core components

The three core requirements of the IBDP - Creativity, Activity, Service (CAS), Theory of Knowledge (TOK) and Extended Essay (EE) - are compulsory for students following the Full Diploma Programme and the Certificate Track of the programme. Students following the full Diploma Programme can earn up to 3 extra marks for successful completion of TOK and EE.

### 3.4 Self-taught mother tongue

The School of the Nations appreciates the variety of languages spoken by the school community. Advice and support are given to students whose mother tongue is other than the currently offered Languages A, and who want to include their mother tongue in their subjects programme. The School will assist parents in searching for suitable teachers and offers internal training to the latter. Upon request, classrooms can be provided for such classes at the school. However, it is also acceptable for these classes to take place outside of the School. Any additional costs (e.g. tutor's remuneration) are the sole responsibility of the parents/guardians. It is expected that external tutors will inform the DP Coordinator of the student's progress on a regular basis and complete report comments four times per year. The current subject available for self-taught is Language A: Language and Literature SL only.

## 4 STUDENTS TRANSFERRING FROM OTHER IB SCHOOLS

The School of the Nations accepts students who started the IBDP at other IB schools on condition that the school currently offers the subjects they studied in their previous school. Transferring students may be exempted from entrance tests. However, the transferring student needs to submit reports and/or a letter from their previous school, which confirms that he/she was enrolled in the IB Diploma Programme. Students who wish to carry over any Internal Assessment tasks from their previous school need to ensure that all required IB forms have been completed and signed by their supervisor. It is of paramount importance that all Group 4 lab work (including evidence of the Group 4 Project) is documented and the documents are signed by the previous teacher.

## 5 SCHOLARSHIP

Every year The School of the Nations offers a limited number of scholarships to selected students. Scholarships vary in amount and each case is considered separately. A scholarship application package may be obtained from the Scholarship Coordinator by requesting the application package from the School reception.



## 6 CONTRACT

Parents are required to read and sign the admission policy as stated above. By signing the document, parents indicate that they accept the terms and conditions for their child to be considered for admission to the IBDP at the School of the Nations.

Student name: \_\_\_\_\_

Parent name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_